

Minutes of Sampford Arundel Parish Council Meeting held Tuesday 4 August 2020 at 7.30 pm at the Parish Rooms,

Present: Cllr Lloyd, Cllr Burgess, Cllr Hill, Cllr Sydenham, Cllr Milton, Cllr Brown Alice Kendall (incoming Clerk), Sandra Newing-Griffiths (outgoing Clerk).

Before commencing the meeting, the Chairman made introductions to new Clerk, Alice Kendall

019.20 Public Forum – matters of report

John Troake addressed the meeting and reported on a meeting held the previous evening. Due to covid-19, there is a need to restrict numbers in the hall. The total to be allowed is 20. He further advised of a new protocol moving forward including the use of hand sanitiser and wiping down chairs after use. Names and addresses of those attending Council meetings will need to be logged to enable contact tracing – a copy of which should be emailed to Isobel Popplestone. The information will be held for 21 days and then destroyed.

It was further reported that the defibrillator has not been checked since lockdown. This will start again shortly. No email reminders have been received, which suggests the ambulance service is not enforcing the rules at the moment.

020.20 Apologies for Absence and approve reasons for absence

No apologies were received. Cllr Pike was not present.

021.20 Declarations of Interest, pecuniary or otherwise, in any of the items for discussion.

Cllr Lloyd declared an interest in item 030.20 as there is payment to be made to her for Chairman's expenses.

022.20 Approve and sign Minutes February Mtg

RESOLVED to approve the minutes as a true and accurate record after making the following amendments: Remove Cllr Haabgood and add Cllr Brown to attendance record.

023.20 Matters arising from Meetings above

It was noted that the £200 expenditure budgeted for VE Day celebrations was not used due to events being cancelled in lockdown. It was also noted that the footbridge at Millmoor has been fixed well and a letter will be sent thanking the farmer.

ACTION: write letter to Alvin Tucker at Home Farm

024.20 Chair's Report

The Chairman reported that the Parish Council computer is no longer fit for purpose. It was agreed to spend up to £520 on a new computer, external hard drive and printer as required. It was suggested that the

old laptop could be traded in to offset costs. This will be ratified at the next meeting.

Cllr Lloyd reported that sadly, there was a fatal accident on the A38 on Friday 31st July. John Greenshields from Wellington Without PC are supportive of any efforts to improve the current situation. The Chair has spoken to Karen at the Beambridge Inn and 800 signatures have been collected on the online petition they set up. It was noted that speeding is often an issue and it was agreed a speed camera is needed. The Chair will contact Rebecca Row and Director of Transport at SCC to express our concerns. When previously discussed, a speed indicator was costed at £1,600. The outgoing clerk advised there may be an opportunity to transfer money in the budget due to savings from training funds allocated that are no longer required as new clerk has the CiLCA qualification.

The Leader of SCC, David Fothergill, is proceeding with steps to get single unitary authority. SCC voted to move forward with approximately 6 abstentions.

The Chair visited the Natwest Bank to discuss various issues. Statements had been obtained and going forward, in the meantime, they are to be sent to the Chair's address.

025.20

Clerk's Report

The outgoing Clerk advised she was standing down due to other work commitments and a new Clerk had been appointed by the Chairman.

The Internal audit has not been completed bank statements are required

Outstanding items for attention by the new Clerk:

- a. HMRC – rectify 19/20 submission
- b. Work with auditor to finalise internal audit
- c. Apply for a further AGAR extension
- d. SW&T Invoice £100
- e. Parish Rooms electricity due £10
- f. Village green grass

026.20

Annual Accounts 2019-20

This item will be considered on the next agenda.

027.20

Signing of AGAR

It was not possible to sign the AGAR due to the Audit not being completed.

030.20

Finance

RESOLVED to make the following payments;

CHQ 000900 D Crow £290 for end of 2019/20 *

CHQ 000901 SALC annual membership £76.35 Invoice 20155

CHQ 000902 S Newing-Griffiths £289.10 expenses since last meeting and salary for March 2020 (not paid by SO)
CHQ 000903 Janet Lloyd £10.89 expense reimbursement
CHQ 000905 Zurich Insurance £224.00 annual policy
DD PWL payment £565.63 taken on 27 July 2020
CHQ 000906 I D Verde £TBC
CHQ 000907 HMRC £105.66 Q4 2019-20
CHQ 000908 HMRC £107.85 Q1 2020-21

Not approved;
CHQ 000904 D Crow £724 annual grass cutting costs 20/21 this cheque was cancelled as no invoice had been received.

031.20 Salary adjustment.

The outgoing clerk advised that the standing order set up for payment of the salary included an overpayment of £0.84 per month for 4 months and an adjustment was made to the final cheque issued above.

032.20 Meetings

Dates for upcoming meeting were agreed as 1 September, 3 November and 1 December 2020.

033.20 Matters of report

All councillors were concerned that grass at the Village Green was not being cut. The Outgoing clerk advised that SW&T had not responded to emails and she had asked D Crow to quote for the grass but nothing had been brought to council due to lockdown. It was noted that SW&T cut the school playing ground last week but did not cut the village green. No invoices are being received for this work.

Cllr Milton advised there was rubble in the layby. It had been tipped into the ditch blocking the drain. Additionally, someone has dumped a lot of hedge trimmings in a local farmers gateway. No action has been taken on the overhanging trees up the road towards Sampford Moor and they are very low.

Cllr Brown advised two rubbish bags have been dumped halfway up the lane.

Cllr Sydenham advised that the public footpath is overgrown with branches overhanging from stile to the field. He has emailed SCC Highways to report but no response. The overgrowth is such that one can barely walk the path. It was noted the ROW officer has changed.

Cllr Hill advised the Taunton milestone looks would benefit from a lick of paint. It is concrete and cast iron construction. Cllr Burgess painted it last time. Also, the phone box has been overwhelmed with books.

Cllr Burgess advised that many footpath signs are in a bad state or missing completely.

ACTION: Clerk to contact ROW officer.

034.20 **Items for Next Agenda**
None

There being no further business, the meeting closed at 8.45 pm

Signed: